

**PROFESSIONAL LEAVES**

**Sabbatical Leave**

Certificated management personnel may be granted a leave of absence for study or work which will enable the employee to render improved service to the district.

A certificated employee applying for a sabbatical leave must have at least seven consecutive years of full-time service in the district.

No more than two management personnel will be on sabbatical leave at any one time.

Leaves will be for one semester 1/2 year, or one year only.

Compensation shall be at the following rate: leaves of one semester or 1/2 year, 1/4 the annual salary; leaves of one year, 1/2 the annual salary.

Applications must be made in writing by February 1 of the school year preceding the sabbatical year. Applications must delineate the full proposal of the applicant, including but not limited to: activities to be pursued; how the activities will enhance the services of the applicant to the district; what documentation is to be provided upon return from the leave; and how the skills and knowledge derived from the sabbatical leave will be utilized in the employee's current assignment in the district.

The needs and resources of the district shall be prime considerations in the determination of whether or not sabbatical leaves will be granted in any given year.

Compensation shall be paid the employee while on sabbatical leave of absence in the same manner as of the employee were working in the district, upon furnishing by the employee of a suitable bond indemnifying the district against loss in the event that the employee fails to render at least two years of service in the Culver City Unified School District after return from a one year leave of absence, or one year of service for a one semester leave of absence. The bond shall be exonerated in the event the failure of the employee to return and render the required period of service is caused by physical disability or death of the employee.